

**Prince George's County Commission of Common Ownership Communities (CCOC)
December 17, 2025 – MEETING MINUTES**

Commissioners Roll Call

In Attendance:

Nicole Williams – Chair
LaShauna Tillmon – Secretary
Marvin Holmes
Linda Hunt
Rachelle Spencer
Karen Straughn
Robert Nicholson- Vice Chair
Patricia “Pat” Fletcher

Non-Voting / Ex-Officio / Staff Present:

MaShawn Hall – Unit Chief, Office of Community Relations (COC)
Greg Amobi – Legal / Technical Support
Juanetta Boucher – OCR
Casey Wiggins – Office of Law

Guests:

Michelle Lyons – Chair, Nuisance Abatement Board
Members of the public (approximately 80+ registered attendees)

Call to Order and Quorum

Chair Nicole Williams called the meeting to order at approximately 3:02 PM. The meeting was announced as being recorded.

Roll call was conducted, and a quorum was established with Commissioners Williams, Tillmon, Holmes, Fletcher, Hunt, Nicholson, and Spencer present.

Adoption of Agenda

Chair Williams noted a requested agenda adjustment to allow the Nuisance Abatement Board presentation to proceed earlier due to a scheduling emergency.

Motion to adopt the agenda as presented: Commissioner Holmes.

Second: Commissioner Hunt.

Vote: Unanimous approval.

Office of Community Relations (OCR) Report

Presented by MaShawn Hall, Unit Chief

Ms. Hall provided the following updates:

- Reminder of the annual community registration requirement pursuant to HB 360. All common ownership communities must register annually by January 31, 2026.
- Registration is free, completed online, and must be submitted for each individual community.
- Management companies are required to register each community separately.
- Failure to comply may result in administrative action.
- OCR will continue outreach via social media, GovDelivery, and direct communications.
- Residents and boards were encouraged to contact OCR directly for concerns to ensure proper tracking and response.
- Holiday well-wishes were extended to all attendees.

Approval of November 2025 Meeting Minutes

Secretary Tillmon reported one amendment to the November minutes: the addition of Karen Straughn to the attendee list.

Motion to approve the November 2025 meeting minutes as amended: Commissioner Tillmon.

Second: Commissioner Hunt.

Vote: Unanimous approval.

Minutes approved and to be posted on the County website.

New Business

Administrative Hearing Program Update

Presented by MaShawn Hall

Ms. Hall provided an overview of the implementation status of the Administrative Hearing Program established by Council Bill 31-2024:

- Program purpose: to provide a fair, transparent, and accessible dispute resolution process for common ownership communities.
- Phase 1 (Planning and Design): Completed August–November 2025.
- Phase 2 (Infrastructure Development): Currently underway and includes case management system setup, policy and procedure review, website development, staffing, and coordination with the Office of Law and OIT.
- Phase 3 (Pilot and Rollout): Anticipated early 2026 with pilot districts and commissioner training.
- Full implementation projected for Spring 2026.

Disputable and non-disputable categories under the program were reviewed, along with roles and responsibilities of OCR, CCOC, Office of Law, OIT, and Human Resources.

Ms. Hall emphasized that the program is still in development and subject to refinement.

Nuisance Abatement Board Presentation

Presented by Michelle Lyons, Chair, Nuisance Abatement Board

Ms. Lyons provided an overview of the Nuisance Abatement Board, including:

- Board composition and monthly hearing schedule (third Thursday of each month).
- Jurisdiction over residential and commercial nuisance matters.
- Explanation of what constitutes a nuisance under County Code.
- Clarification that complaints must originate from enforcement agencies, not individual residents.
- Description of the enforcement and hearing process, including summons, hearings, deliberations, and orders.
- Overview of recent legislative updates increasing fines and addressing promoters.
- Data trends and case statistics across County districts.

Ms. Lyons confirmed that presentation materials may be shared with meeting attendees.

Commission and Public Q&A

Commissioners and members of the public asked questions regarding:

- Administrative hearing process sequencing and court stays.
- Appeal rights to the Circuit Court.
- Future rollout communications and training resources.
- Legislative priorities for the upcoming Maryland General Assembly session.
- Virtual testimony procedures for Annapolis hearings.

Commissioner Holmes provided updates on pre-filed state legislation related to condominium insurance deductibles and emphasized the importance of community participation in legislative testimony.

Commissioners expressed appreciation for OCR staff efforts in advancing the Administrative Hearing Program.

Unfinished Business

None reported.

Adjournment

With no further business, the meeting was adjourned at approximately 4:00 PM.

Next Meeting

The next regular meeting of the Prince George's County Commission on Common Ownership Communities is scheduled for January 2026 (date to be announced).

DocuSigned by:

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Secretary

3/24/2026